



**THE KEY TO YOUR MIND  
HOW TO LIVE WITHOUT WORRY & FEAR**

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# LESSON 01. **WHAT IS YOUR MIND?**

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Welcome to our first video course together, I am so glad you are here and I celebrate your for making the brave decision to improve your life and take matters into your own hands! Thank you for signing up.

The problem is that we often fall into the role of a victim when it comes to our own feelings and emotions. We are convinced that we have no choice but to fall into every emotion our mind creates and live it, if we like it or not, if its a good or a bad emotion. We think that just because our mind is full of worrying thoughts, we automatically have to feel anxious.

We are convinced that life's circumstances and other people's behavior are responsible for our emotions, for how we feel.

Let me ask you this: do you like it when other people tell you what to do? Probably not, I don't like it either.

**So how come, that you allow life's circumstances and other people's behavior to determine how you feel?**

I tell you why, because you have become a slave of your own mind.

## **What IS your mind?**

Your mind is that constant voice in your head, your thoughts, feelings, emotions, your intellect, your memory, your Ego.

**And the most important point you have to understand before we even start is, that YOU are not your mind!**

Be very logic now: why do you call it MY mind? Why do you call your body MY body? Why are you able to listen to YOUR mind and to feel YOUR body?

The very fact that you are able to OBSERVE your mind and body, and the fact that you call both MINE, explains, that you are not THAT, you are not your mind and body.

## **Then who are you?**

Can you imagine that you are a soul, an energy being, a consciousness? Can you imagine that we all come from an unlimited dimension of joy, peace, bliss and love? A dimension without time, change or space. A dimension where opposites do not exist.

**Can you imagine that your true Self is a source of unconditional love and joy, peace and balance?**

Can you imagine that your true Self is not subject to change, but is always residing in its true nature of peace? Can you imagine that you, as a soul, were granted the gift of life as a human being in this universe? You were granted this beautiful body and the precious faculty of your mind as your tools to master this human experience.

human being in this universe? You were granted this beautiful body and the precious faculty of your mind as your tools to master this human experience.

But now it is on you, to learn how to use your tools, how to treat and use your body and most importantly, how to use your mind. If you don't learn how to use your mind, your mind, without leadership and directives from you, will do what it wants and will make you it's slave.

**You have to learn how to use the tools you were given when you came into this world as a human being so that your well being does not depend on life's circumstances, changes or other people's behavior.**

If you were born an animal, you would know exactly how to use your tools, your wings to fly, your sharp eyesight to detect your prey, your senses to find food, and your instincts to assure your survival. All living beings, know how to use the tools they were gifted with.

It is just us humans, who have lost control and instead of using our tools, especially our minds, we are not just living this beautiful experience and gift of life like other beings, but we make it a suffering for ourselves and others. We suffer from fear and anxiety and forget to enjoy the gift of life.

Imagine you were granted this tools, your body as your house, as your vehicle to enjoy this human experience and your mind to function perfectly as a human being in society.

**You are the owner of this body and mind and you have to make sure they function in your interest.**

To be able to become the boss of your mind, to be able to use this precious tool, you have to first understand how it works, so you are able to use it for your interest. Let me tell you this:

**Your interest beyond all your other desires is peace, because without a peaceful inner atmosphere, you cannot enjoy anything or anyone in the long term.**

You might believe that the perfect partner will take away all our fears and worries, or a big bank account will take care of this. You might believe that if you had that one thing, you would be happy...until the next one comes up. And this is how you end up in a roller coaster of feelings and emotions, you are trying to fix the outer world but if you don't become the master of your mind and learn how to create the thoughts and emotions you need to be peaceful, nothing in this world, in this nature, will make you eternally free of worries and fears.

## **ACTION**

**I want to ask you now, to write down the repetitive thoughts that usually create feelings of fear and worry. Where is the root of these emotions, what thought, what worry causes you to stay up at night, to become nervous, to fall into depression or panic attacks?**

**(Print out the sheet below but fill out only left column for now, we get back to fill out the right column later)**



You might want to take another 15 minutes for yourself only.

Switch off your phone, sit down in a quiet place, close your eyes and let those fearful and worrying thoughts come to your mind, allow them, stay with them, look at them, and then write them down.

**Don't fight them, they brought you here, they are not only enemies but teachers.**

They pushed you so far that you have become fed up of reacting to them and falling into fear and worrying. They pushed you to take action, to change something, to learn how to manage and control your mind.

And that is great, that is something to be grateful for and something to be very proud of.

**You are here to reclaim your power and to learn how to use your tool, your human mind to create the life and relationships you want.**

Enjoy the journey inside and see you in the next video where you will learn how your mind works.

Thank you, keep smiling, don't take life too serious, much love, Tina.

## LESSON 02. HOW YOUR MIND WORKS.

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Welcome back, I hope you had time to write down the thoughts that usually create your fear and worries.

We will come back to that list later, lets go now to look at **how our mind functions**.

I want you to imagine that your mind is like a whole office that works for you. At this moment, your employees are on their own, they do whatever they want. If they want to be worried, they create worry and you feel worried.

Our goal is to take back your power and become the boss, so you tell each department what to do and you get the emotions you want.

Imagine that in this office, in your mind, there is **the department of your five senses, the department of your Ego, your created identity, the department of your memory and imagination, the department of your intellect and the department of higher intelligence that is keeping you alive**, that makes sure your body is breathing and your heart is beating, the linking point between your tool, your mind and yourself, the soul.

So, **the department of your senses** always goes outwards and brings back sensations, information about the things you see, hear, smell or touch.

Based on this information and the information stored in our Ego and memory, the mind constantly creates desires.

If your mind likes something it sees, hears, smells or tastes, your mind wants to go get it and if it does not succeed, creates feelings of depression and delusion.

If your mind does not like what it sees, hears, smells or feels, it creates the desire to get away from it, to avoid it or to get done with it.

**This attitude creates a constant feeling of un-ease, a constant feeling of something missing or not feeling right or resistance to what IS.**

A constant desire to get or avoid something that is accompanied by positive or negative feelings but definitely not peace. You are always on the run to the next moment, forgetting completely to live and enjoy this very moment as it is, NOW. it's like a constantly nagging little child.

Let's look at **another department, the Ego**.

Your Ego is the identity you have created, your Ego is your sense of I-ness.

**It is who you think you are, it is how you see yourself and how you want others to see you** and the identity and role (your ideas of how the world and others should treat you and

the stories you tell yourself) you try to maintain and defend so hard that it creates feelings of stress and anxiety.

Wherever you are born, you identify with that country's mentality and culture. You identify with a name, a language, a nationality, certain behaviors, certain beliefs, religions, food choices etc. Your society, your education, your parents, your family and later your friends and colleagues determine your opinion of what is right and what is wrong.

**You start to develop likes and dislikes and strongly identify with them.** You develop beliefs about how life should be and how others should treat you. You develop and identify with certain beliefs about what is possible and what not, about how a relationship should be and not.

**You even get so attached to certain ideas about yourself, that it seems impossible for you now to create change because you think, that is who you are!**

This department of your mind creates a whole model of the world, based on which YOU decide what is right and what is wrong, what you like and what you don't like, what you approve of and what not, what you can do and what not, how you are supposed to feel and not.

**You are turning yourself from an unlimited powerful divine soul into a limited powerless human being that thinks that change is happening only in the outside world.**

Truth is, you have to move with that every changing world and evolve because your very being, your own mind is part of that ever changing nature.

**You can get over your limited beliefs, change your ideas, slip into a new role and become the person you really want to be.**

Only imagine now, how many humans are on this planet and that every single human has a slightly different idea about how life should be. We might agree on some points but deep down, each one of us has set up in his mind, fixed ideas of who you are, what you want, and how the world should treat you.

Logically thinking, is it ever possible for the world to make everyone of us eternally happy? NO, of course not.

As soon as the world and others don't act according to our Ego's ideas, we get mad, we get worried, we think the world is conspiring against us or throwing obstacles in our path, we have fears and worries because we feel powerless, we feel like a victim.

**So that is proof that WE have to take care of our inner peace and happiness because it is simply impossible to have the world and others always act exactly as we want them to.**

We have to become more flexible and learn to adapt to the every changing nature of life and accept it. Our well being does not depend on the opinion of our mind because our true nature is that energy of unconditional peace and joy.

There is **the department of your memory and imagination**. Actually every cell of our body carries memory and you see that if you look at other family members, the features of our ancestors live in us. My dad's nose and mine are the same. Every thought of ours is based on a memory, on a past experience.

**When we think, we basically recycle our thoughts and experiences from the past.**

We can not think about something we have never heard of, something we have never experienced in some way.

And we have the great human power of imagination. Our imagination has no limits to what it can create, invent and solve and yet with all this human potential we fail to live without worries and fears.

Why, because we don't use our memory and imagination only when we need them, the same way we use our hands only when we need them, but they go out there on their own!

We have lost control, one employee of the memory department shouts out and BANG, we let him throw us into the past, even if the past creates painful emotions and as the name speaks for itself, has long past and has nothing to do with this present moment.

The same happens with our imagination, one employee shouts out an imaginary thought and BANG, we get entangled in thoughts about the future and probable scenarios until we are full of fear and worry about **the future and the things we imagine could happen but have not even happened yet and might never happen**.

So if we let our mind do what it wants there is never peace up there, there is always one department employee yelling out a desire, a memory, a future thought and we fall from happiness into delusion, from satisfaction into anxiety or from doubts into worries, we are going craaaaazy. And because nobody has taught us how to keep our mind, our employees and all departments under control, how to use our tools, we give up.

We numb ourselves with binge watching netflix series, with burying ourselves into novels and books, we wear ourselves out in the gym, we overeat to feel pleasure in all that noise or we drink alcohol, take drugs or use medication to calm the noise our mind makes down.

All these are measures that do not help us in the long run, they might give us a sense of peace and pleasantness for a short while, but they are not the solution for our problem.

Now let's look at **the department of our mind where our intellect works**.

This part of our mind has the power to discriminate, to investigate and to explore. It wants to know everything and examine everything to understand it, it is the logical part of our mind.

This intellect functions around our memory or data. Depending on how sharp your intellect is you can produce millions of thoughts based on your stored knowledge. If you can talk for hours about a certain subject, you are considered smart and our educational system is based only on this idea. But in reality it only means that your intellect is working well and can

produce millions of thoughts based on your knowledge. Even if you are smart enough to dissect and open up a human body, based on your medical studies you might be able to understand and explain every cell precisely, but you still know nothing about this person's feelings, life experiences, childhood, when this person fell in love and so on.

**The intellect is useful in our society and intellectual knowledge is available so easily but it does not give us the intelligence to understand the magic of life itself and who we truly are.**

If you want to experience your true peaceful nature, you want to experience the unlimited potential of the soul, you have to even tell the intellect department to shut up when it is not needed.

**The most important department of our mind is our Higher Intelligence.**

Unfortunately, the other departments are making always so much noise because we still don't have them under control, that this most important part of your mind, stays almost invisible to you. If you could just shut down the other departments, shut down the noise they make, allow them to talk only when you tell them to, only when you need them, you could only communicate with that higher intelligence, you could let that department guide you completely because it **knows exactly what has to happen and where you need to go.**

If you could just shut out the other voices and completely trust this higher intelligence that makes your body breath and your heart beat, your body grow and age, your brain work, you would just flow with life without mental obstructions and sufferings.

When you manage to calm the noise in your mind down, you can hear that inner voice of yours, you can hear that higher intelligence and you follow it's guidance peacefully and joyfully without being distracted by emotions like fear and worry (which come from the other departments).

**Now it's time to practice.**

Remember this: you have made the choice to deal with your worries and fears, you have a goal now, I will tell you what to do to get there, but it is on YOU, you have to do your practice you will learn in our lessons. It is like when you decide to get strong legs and glutes, you go to the gym, your trainer gives you a work out plan but then it is YOU you has to go to the gym and actually do the work.

**We are able to reprogram our mind, to change our mindset, but it works through repetition.** So any practice only has an effect on you and brings you closer to your goal of being well and happy, if you make it a daily habit like brushing your teeth.

I want to invite you to create this first new daily habit that will definitely, and this is scientifically proven, reduce your worries and fears because it will teach your mind to be present.

**Remember it is not the present but your thoughts about the past and the future that create worries and fear.**

You might want to create a peaceful atmosphere and light a candle or burn some incense in a quiet space in your home. Turn your phones off and make sure you are undisturbed for at least 10 minutes. Maybe you want to put a timer on your watch or phone that brings you back after 10 minutes.

Now you want to sit down on a chair or with your legs crossed on the floor and make sure your spine is straight and your palms facing up.

You want to relax your face, your mouth and tongue and with closed eyes start concentrating on the point between your eyebrows. And from there, I want you to just observe the voices you hear coming from your mind.

### **JUST BE THE SILENT WITNESS/OBSERVER OF YOUR MIND**

Do not interact with that voices, do not get into a dialogue, do not comment on what you hear, do not attach to a thought, do not get involved, just sit there like an impartial friend, do not judge.

Just observe, do nothing.

Do not consciously create new thoughts or questions, just sit, let everything come and let everything go. The same way your breath enters and leaves your body without being held back by you or forced out. Do not expect anything to happen and do not wait for the 10 minutes to pass. Just be, just be alive and observe your mind.

**It is your mind's job to create thoughts, so thoughts will come all the time, but it is your choice what you do with each thought.**

And you want to choose to not react, to not comment, to let each thought come and go. You will catch yourself cheating but that is ok, just get back to observing when you notice that you got involved and started taking to your mind.

Just embrace that peaceful 10 minutes you have for yourself. Keep practicing, it will get easier and it will become a pleasant after a while. But trust me, this is the practice you need, the same as you need to move your body if you want to be healthy and fit, this is the practice to remove worries and fears.

You will slowly understand and be able to notice the different departments of your mind talking.

You can write down your experiences each time after the 10 minutes if you feel like it.

Do not worry, it will be hard in the beginning but as more as you surrender to your practice as easier it will get. You will learn that it is not necessary to react to every thought, to each word the mind says.

**You will notice after a while that most of your mind's thoughts, most of the things it says to you, are not important or not even true.**

It is a very easy thing to do, just do nothing, close your eyes and listen to the chatter of the departments of your mind without responding, without reacting. Imagine you are behind a big mirror wall, nobody from the different departments can see or hear you, you are just there as the boss and owner of the office to observe what is going on.

Please do your practice, please stick with it even it is hard at the beginning or it might seem useless, but please trust me on this and think about the joyful and peaceful life you are working towards and a life without worries and fears.

In the next lesson I will show you more practices you can integrate into your daily life, they don't require much time but they are part of your self care.

**You are not here to struggle and worry, you are here to enjoy the gift of life**, so heads up, much love and believe me, if you want it and if you allow it, everything will be fine! See you next time, Tina

## LESSON 03. **YOU ALWAYS HAVE A CHOICE.**

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Hi and welcome back, I hope you made the time to practice 10 minutes a day and I hope you start enjoying it.

Before we go back to more practices, **I want to tell you one more thing about how powerful you are.**

You know by now, that we are not victims to life events but **we have the power to chose in every single moment of our life how we want to respond and react to it.**

We have the power to **chose what meaning we are giving to thoughts, life events, changes, feelings, other people's behavior.**

Do you remember the example of the half empty and half full glass? You have a choice, you can see the glass half empty or half full, it is your power to chose and nobody can take away that power from you.

When a disturbing thought comes to your mind, you have a choice. You can either stick with this thought and get into a downward spiral of negative emotions or you can consciously chose to focus on a positive thought, a positive affirmation, a thought of gratefulness, you can **focus on the things you have, the things you have achieved so far, instead of focusing on what is missing.**

Imagine your focus, your concentration like a spotlight.

**You chose where to point your spotlight!**

On negative thoughts that create worry and fear or on positive, encouraging thoughts that create good emotions.

**We all have a choice in every moment of our life, that is the reality.**

Phrases that might come up in your head like, "oh, I can't do that", "i am just not able to chose", "i am always worried", "i cannot get rid of my fear"...all these phrases are lies your mind is telling you, you are telling yourself.

**Everything that you repeat over and over to yourself will manifest in your mind, your body, in your life. So be very careful what you keep telling yourself, it is your choice and your well being is in your hands.**

I know it is much easier to stay in the role of a victim, it is easier and much more comfortable to feel self pity and to indulge in feelings of worry and depression, but heyyyy **you have decided that you want to feel good, so make the right choices in every moment of your life!**

First thing I want you to do is take out the list you made after the first class. The list where you name and identify all the thoughts that create feelings of worry and fear. Look at it.

First I want you to be very rational, use your intellect, look at those thoughts you wrote down. Is your fear justified? **Might a fear just be an excuse to keep things as they are instead of finding and working on new solutions?** Let me give you an example,

“I am worried about the future and that I might not have enough money to pay my bills”. Think about that and if you maybe focus on new work opportunities, if you **get out of your comfort zone**, if you try out new possibilities, this worry will just go away.

Another one “i am worried that my husband will leave me”...instead of waiting till he leaves you and instead of pushing him away even faster with your worries and bad mood, you might want to get some relationship counseling and really do your best to bring back the spark in your relationship.

Mmmh “ I am worried that my parents get old and sick”, oh yes, this is a thought that often comes to my mind because I live in a different country than my parents and I am an only child. But every time this thought comes to my mind, I stop right there. I breath and I know that if I let that thought stay, I will get anxious or depressed. **So I immediately, substitute this thought with this one:** “everything is fine today, I am grateful that my parents are fine today, when the day comes, I will exactly know what to do because I have collected all the information about healthcare, nursing homes and so on, to take care of them, it is totally useless to imagine future scenarios because nobody knows even what will happen in 1 minute. I enjoy and live the present moment and I am grateful that right NOW everything is fine.”

You might be worried because you got bad news from your doctor and you worry about your health. Ok, well, think about all the measures you can take to get your health back. Get as much information as you can about cures, medications, alternative cures, hospitals, health care. You worry because you do not have the money to pay for your medication? Ok, maybe you can start asking your family and friends for help and you give them back an inspirational quote every day, a nice photo, a poem, a song, just something to show you are grateful for their support. Maybe you can ask someone to start a fundraiser for you or you ask your local church or community center to help raise money. Maybe you are healthy enough to bake cookies and sell them for a very small donation. See, **I just want to show you, there are often so many possibilities right in front of us but we cannot see them if we have this cover of worries and fears on our eyes.**

**Think rational, think clearly, be realistic and logic, all the answers to your worries and fears are in you, this is how powerful you are. Just shut the noise in your mind down for a while and just listen. I know that you will find a solution if you sincerely chose to!**

After you take your time to look at your list and the thoughts that create worries and fears,

I want you to make another list, a list with opposite thoughts, a list with encouraging, positive thoughts. I want you to write down one positive affirmation for each negative thought you

have written down on your list. Just think about what you would like to hear from someone else when you feel worried.

(take your worksheet you have printed out and fill out the left column with encouraging thoughts. You now have a list with one positive thought for each negative thought)

**Then I want you to learn this list by heart.**

Imagine it is like learning a new language. It is like studying vocabulary. Then you are prepared and powerful, you have your tools in your pocket to combat the thoughts that cause you to worry.

**In the future, you will notice when the usual thoughts come up and an inner alarm will set off to remind you that these thoughts get you in trouble!**

Now, instead of falling into your usual emotions like worry and fear, you immediately have our positive counter thought ready to repeat over and over again until the negative one has gone away.

And again, this is a practice that works only by repetition. **Every change you want to create in your life, needs you to move out of your comfort zone, needs you to go beyond your limiting beliefs about yourself and to take action, to practice, always!**

Take your time, make your list with positive counter thoughts, learn it by heart, practice and in the next video I will give you some more tips on how to stay present. Enjoy your practice, smile and laugh a lot, don't take yourself too seriously and see you next time.

## LESSON 04. YOUR TOOLBOX TO FIX WORRIES & FEARS

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Hey, welcome back! I hope you had fun making your lists and I am proud of you that you are engaging in your practice and **I am proud of you that you chose to be worry free and enjoy life! You made a great decision!**

Today I want to invite you to be comfortable, possibly alone and with your phones turned off so that we can practice a little together.

Imagine that these little practices are the tools to train your mind and they are like your medication to heal you from worries and fear.

Remember, if you are able to concentrate, to focus on the present moment, without reacting to it, without judging, without trying to change what is, you learn to accept what is NOW. And through this acceptance you will find your inner peace.

I want you to have trust and faith in the practice, in the method and I ask you to surrender to it without inner resistance, doubts or expectations.

I want you to learn through your practice to have faith in the universe, to accept what you cannot change and instead of trying to understand why things happen, to accept that maybe the universe knows much better than you what you need in this very moment.

**You might not be happy with everything life offers you but you can learn to live with it. You can consciously chose to make the best out of it and instead of feeling the world working against you, allow life to teach you lessons you might not like, but you might need for your growth and evolution.**

This is a variety of practices to daily chose the one that works best for you:  
You can print out the next sheet and keep it always with you

### YOUR TOOLBOX

**1.** Ok, close your eyes, relax your face, your mouth, your tongue. Relax your shoulders and imagine that **your breath is like a white ray of light that moves through your spinal cord.** Imagine that this white light moves upwards from your tailbone till the crown of your head with every inhale. Visualize this white light moving down from the crown of your head to your tailbone with each exhale. Now it is time to consciously use your imagination. Stay there for a little while.

**2.** Now I want you to imagine yourself as a newborn, your first moments out of your mother's womb, every sound you hear is new to you, you still can not name anything you hear because you do not know anything yet. **Just focus on the sounds that surround you right now without naming them.** There are just sounds or noise to you. Focus on the sounds far away and the sounds close to you, even the sound of your own breath. Be as curious as possible, it is so exciting taking it all in. stay there for a little while.

**3. Positive Affirmations.** Now I want you to repeat silently with each inhale “ I am love” and with each exhale “i am enough”

**4.** Repeat silently with each inhale “i am doing my best” and with each exhale “more I cannot do”

**5.** Repeat silently with each inhale “I am grateful” and with each exhale “i live in abundance of love and joy”

**6.** Repeat silently with each inhale “Every moment I chose to be happy and healthy” and with each exhale “i create my destiny”

**7.** To bring back immediately your attention into the NOW and away from thoughts of worry and fear.

**Name 5 things you can see, 3 things you can hear and 1 thing you can smell right now!**

Now please stand up slowly, you might feel a little dizzy but that is normal, do not worry, take your time. Just in case you cannot stand up, you can do these little exercises also sitting down.

**8.** Inhale through your nose, lift arms up and then breath out forcefully through your mouth, creating a loud sound, like “HA” while you throw your arms and upper body forward and down and bend your knees a little.

**Imagine you are throwing your worrying thoughts out because you do not need them!!!** keep going a little

**9.** Now keep your feet hip width apart, bend your knees, keep your lower body firm and stable and start twisting or turning your upper body left and right. Synchronize your breath with your movements and breath out forcefully every time you turn left or right.

**10.** now, stand up straight or sit down, you can even lay down and contract all your muscles, even your face, stay stay stay and let go.....**imagine you are squeezing your negative thoughts and worries right out of your system.**

You can do all that anytime of the day, as often as you want, especially to bring your attention back to the present moment before you fall into negative emotions or thinking patterns.

**11.**Last advise, before you start worrying, start to silently count each breath and see how far, till which number you get. As soon as you get involved in the chatter of your mind, start again from zero, count again till your mind gives up and stays right there with you.

**Now you have a little toolbox full of choices and practices that help you train your mind, get it under control, become its master and remember how powerful you are!**

If you are more comfortable with just observing your mind, like your very first practice, please feel free to continue. The most important thing is to

***SHOW UP EVERY DAY FOR YOUR PRACTICE!***

Remember you are a divine being, a super consciousness, a powerful and limitless energy of love and joy. Your mind and your body are your tools and you just have to learn to use them right.

I know that some fears are buried deep down in us, many fears are rooted in our early childhood or past experiences. I just want you to know that while these practices and advice might be enough for many people to become free of worry and fear, they might not be enough for you to heal completely.

**I want you to know that I am here for you** and I would be honored to further guide you on your journey as your Coach. If you would like to know more about coaching and about me, or if you just want to book a free 10 minute video call with me, please contact me through my website [www.tinastools.com](http://www.tinastools.com) and let me know when you want to meet.

**You are on the right path, you have started making the right choices, you will succeed if you decide to get out of your comfort zone and take action!**

You are perfect as you are, you are enough, you are loved, you are so so powerful and as long as you are not followed by a hungry lion right now, there is need to fear for your life!

Just keep doing your best to enjoy and appreciate every second of this beautiful gift, your life.

**Nobody knows when this experience is gonna end, so better enjoy every single moment of it, instead of wasting your precious time worrying about things that might never happen or things you cannot change.**

I hope you are happy with what you learned and we stay in touch, thank you so much for trusting me and giving me the opportunity to be of service.

Much love, see you soon,

Tina Mundelsee